

## Current Outreach Group Tasks

### Code IC Video Archive Database

Archive Code IC video source and titles and populate database	Yarovskaya		
	<b>Requester</b> Bob Duffy	<b>Date Received</b> 11/1/2001	<b>Deadline</b> 12/29/01
Archive Code IC video source and titles and populate database	Stagner		
	<b>Requester</b> Bob Duffy	<b>Date Received</b> 11/1/2001	<b>Deadline</b> 12/29/01

### Information Power Grid Video Presentation

Produce video about software with narration	Stagner		
	<b>Requester</b> Bill McDermott	<b>Date Received</b> 11/7/2001	<b>Deadline</b> 01/07/01

### Jorgensen Presentation at IT Forum

Provide video presentation materials	Duffy		
	<b>Requester</b> Chuck Jorgensen	<b>Date Received</b> 11/8/2001	<b>Deadline</b> 11/27/01
Provide video presentation materials	Stagner		
	<b>Requester</b> Chuck Jorgensen	<b>Date Received</b> 11/8/2001	<b>Deadline</b> 11/27/01

### MER 03 HCC Web Image Database

Assist in developing Mer 03 image database	Kosmatka		
	<b>Requester</b> Jackie Festa	<b>Date Received</b> 10/9/2001	<b>Deadline</b> 01/15/01

### NEL Posters

Revise lab posters	Duffy		
	<b>Requester</b> Guy Power	<b>Date Received</b> 11/8/2001	<b>Deadline</b>

## Current Outreach Group Tasks

### PRACA Enhancement Pilot Study Report

Prepare PRACA report as NASA T M	Duffy		
	<b>Requester</b>	<b>Date Received</b>	<b>Deadline</b>
	Dave Korsmeyer	11/28/2000	

### Robotics Assessment Study

Assist Bob Duffy with design, implementation, usability, testing, and delivery of questionnaire	Stagner		
	<b>Requester</b>	<b>Date Received</b>	<b>Deadline</b>
	Liam Pedersen	10/29/2001	11/31/01

Develop cgi scripting functionality and test when content is finalized	Kosmatka		
	<b>Requester</b>	<b>Date Received</b>	<b>Deadline</b>
	Liam Pedersen	10/29/2001	11/31/01

### Video Lab Technical Maintenance

Intermediate level software training for Adobe After Effects	Stagner		
	<b>Requester</b>	<b>Date Received</b>	<b>Deadline</b>
	Bob Duffy	1/1/2001	12/31/01

DV editing software upgrade tutorial approx 15 hrs	Stagner		
	<b>Requester</b>	<b>Date Received</b>	<b>Deadline</b>
	Bob Duffy	1/1/2001	12/31/01

Archive data from 8600, and set up a G3 for email use while C. Stagner s G4 serves as video system	Stagner		
	<b>Requester</b>	<b>Date Received</b>	<b>Deadline</b>
	Bob Duffy	1/1/2001	12/31/01

Assist SG with rebuilding Avid Mac	Stagner		
	<b>Requester</b>	<b>Date Received</b>	<b>Deadline</b>
	Bob Duffy	1/1/2001	12/31/01

Reconfigure all rackmounted devices for optimal operation and height	Stagner		
	<b>Requester</b>	<b>Date Received</b>	<b>Deadline</b>
	Bob Duffy	1/1/2001	12/31/01

## Current Outreach Group Tasks

Install keyboard shelf on digital video workstation	Stagner		
	<b>Requester</b> Bob Duffy	<b>Date Received</b> 1/1/2001	<b>Deadline</b> 12/31/01
Seek out and purchase various cabling to keep VideoLab operational.	Stagner		
	<b>Requester</b> Bob Duffy	<b>Date Received</b> 1/1/2001	<b>Deadline</b> 12/31/01
Install memory module in Cynthia's G4	Kosmatka		
	<b>Requester</b> Bob Duffy	<b>Date Received</b> 1/1/2001	<b>Deadline</b> 12/31/01
Purchase and install fan on rack to keep equipment cooler	Stagner		
	<b>Requester</b> Bob Duffy	<b>Date Received</b> 1/1/2001	<b>Deadline</b> 12/31/01

## Web Task Mod

Daily direction, assistance, and tracking of progress	Stagner		
	<b>Requester</b> Sonie Lau	<b>Date Received</b> 10/15/2001	<b>Deadline</b> 11/15/01
Update Code IC home pages by interfacing with Tech Areas	Hamill		
	<b>Requester</b> Sonie Lau	<b>Date Received</b> 10/15/2001	<b>Deadline</b> 11/15/01
Update Special Projects on Division Home Page	Kosmatka		
	<b>Requester</b> Sonie Lau	<b>Date Received</b> 10/15/2001	<b>Deadline</b> 11/15/01